



Office of Thrift Supervision

Department of the Treasury

1700 G Street, N.W., Washington, DC 20552 • (202) 906-6000

VACANCY ANNOUNCEMENT

Announcement	#98-30
Opening Date:	March 30, 1998
Closing Date:	Open Until Filled
Position Title Series	Systems Development Specialist TG-301-14 (GS-9)
Salary Range:	\$33,011 - \$52,273
Location:	Research & Analysis Industry Analysis Division Washington, D.C.
Area of Consideration:	All Sources
Number of Vacancies:	One
Bargaining Status:	1 (Bargaining Unit)
Sensitivity Code:	Moderate Risk

MAJOR DUTIES AND RESPONSIBILITIES

The incumbent provides systems support in the use and development of Industry Analysis' reporting systems used to analyze the financial condition and performance of the thrift industry.

- Assists in building and supporting IAD financial reporting systems (in mainframe, PC, or client/server environments). Activities include: programming, system testing and writing documentation.
- Provides support in the maintenance of SAS databases. Activities include: generating datasets, modifying programs to reflect data changes, checking files for data integrity, and providing access to data.
- Assists in providing financial data and reports regarding the performance of thrifts, the thrift industry, and special issues affecting the thrift industry.
- Prepares thrift and industry data in response to requests for information on the thrift industry.

- Assists in providing user support to Industry Analysis staff. User support includes providing: (a) information on using software products supported by IAD, such as SAS or Microsoft Office; (b) code in SAS or other language or programs; and (c) written and oral information on data availability to meet the information needs of users.

QUALIFICATIONS REQUIREMENTS

Education:

Degree in computer science, information science, statistics or finance with substantial course work in computer courses. Education and experience can be combined in accordance with guidance found in the OPM Qualification Standards Handbook.

Specialized Experience:

At least 1 year of full-time specialized experience which is in or directly related to the line of work of the position and which has equipped the applicant with the particular knowledge, skills and ability to successfully perform the duties of the position. This should include experience in (1) programming at a level of complexity to develop analytical reports, financial databases, or financial reporting systems; (2) analyzing or interpreting quantitative data; (3) serving the information/system needs of others; and (4) using PC spreadsheet, graphics, and word processing software products. A master's degree may be substituted for one year of specialized experience.

Desirable Qualifications:

Advanced degree in related area. Knowledge of Microsoft Office Professional software suite.

SELECTIVE FACTOR:

Candidate must knowledge of SAS or similar statistical analysis software. Any candidate whose application does not indicate possession of the selective factor will not receive further consideration.

Note: Department of Treasury CTAP and federal ICTAP eligibles will be considered well qualified if they meet the selective factor and receive at least a minimum score of 90 in the evaluation process.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR THE POSITION

To make meaningful distinctions among qualified applications, it is important to address each of the knowledges, skills and abilities below. The weights or point values indicate the relative importance of each factor.

		POINTS
1.	Ability to apply analytical skills to evaluate information needs of the organization and solve problems; and to monitor and analyze the condition, operations and risks of financial institutions.	20
2.	Ability to use SAS software or similar statistical language to create datasets, generate analytical reports, or develop financial information systems.	25
3.	Ability to use PC skills to create spreadsheets, databases, financial 30 reports, presentations, and graphics.	30
4.	Ability to communicate technical details on financial systems, analytical methods and financial objectives both orally and in writing.	25

HOW TO APPLY:

Candidates wishing to receive consideration for this position should submit the following application materials.

1. Optional Application for Federal Employment (OF-612), a completed SF-171 or a resume. Resumes should contain the information described in the brochure, "Applying for a Federal Job" available from the Human Resources Division. If the resume does not include this information, it may be included on a supplemental attachment or OF-612.
2. A copy of the most recent performance appraisal or record, preferably completed within the last year.
3. Current or former federal employees with competitive status must submit a copy of their latest SF-50, Notification of Personnel Action, documenting their competitive status and tenure.

4. A supplemental statement addressing your knowledge, skills and abilities as related to the “Knowledge, Skills and Abilities Required” that are described on this announcement.
5. Candidates claiming veterans’ preference must submit evidence of their eligibility with a DD-214, Certificate of Release or Discharge from Active Duty or SF-15, Application for 10-Point Veterans’ Preference with the proof of eligibility requested on the form. An applicant claiming veterans’ preference who does not submit this evidence will not receive additional points for veteran’s preference in the rating process. The Defense Authorization Act of November 18, 1997 extended veterans’ preference to persons who served on active duty during the Gulf War from August 2, 1990 through January 2, 1992. The law grants preference to persons otherwise eligible and who served on active duty during this period regardless of where the person served or for how long. The law also authorized the secretary of each military department to award the Armed Forces Expeditionary Medal for service in Bosnia during the period November 29, 1995 to a date to be determined. The award of the medal is qualifying for veterans’ preference. More information on veterans’ preference is available in the VetGuide that may be found on the U.S. Office of Personnel Management website at www.opm.gov.
6. Background Survey Questionnaire, 79-2. This information will not be forwarded to selecting official and will be held in the strictest of confidence.
7. Federal employees seeking CTAP and ICTAP eligibility must submit proof that they meet requirements under 5CFR 330.605(a). This includes furnishing a copy of the agency notice of separation or pending separation, a copy of their most recent performance rating, and a copy of their most recent SF-50 noting current position, grade level and duty location.

NOTE: THE FOLLOWING STATEMENTS ARE APPLICABLE:

- Applicants must provide detailed evidence of possession of each of the technical qualifications and other personal characteristic requirements and show how and when they were gained.
- The application you submit for this position contains information subject to the Privacy Act of 1974. Information regarding this act is available upon request.
- In accordance with 39 USC Section 415, applications will not be accepted in a postage paid agency envelope.

- Competitive status is not required if the selectee is a handicapped individual eligible for appointment under Section 213.3102(u) of Schedule A.
- Consideration will be given to appointing qualified welfare eligibles through appropriate appointing authorities.
- All status candidates wishing to be considered under both merit promotion and internal competitive procedures must submit two (2) applications. When only one (1) application is received, it will be considered under merit promotion procedures only.
- The appointee is required to provide verification of US citizenship and employment eligibility under the Immigration Reform and Control Act of 1985 (P.L. 99-603).
- Male applicants born after December 31, 1959 will be required to complete a statement for selective service registration.
- Non-status selectees will be required to serve a one year probationary period.
- Applications will be accepted from job sharing teams within the area of consideration. Each member of the team must be among the best qualified in order for the team to be selected.

APPLICATIONS SHOULD BE SENT TO:

Office of Thrift Supervision
Human Resources Division
1700 G Street N.W.
Washington, D.C. 20552
Attention: Dee August

For additional information, please call: (202) 906-6061

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